

Nebraska State Board of Landscape Architects
Board Meeting Minutes
January 31, 2023

CALL TO ORDER

Chairperson Seacrest called the meeting to order at 9:30 a.m., and noted the location of the Open Meetings Act. Notice of the meeting was published in the Lincoln Journal Star on January 17, 2023, and on the Board's website in accordance with the Open Meetings Act.

Roll Call: Derek Miller, Jennifer Seacrest, Jonathan Hauck Absent: Bradley Swerczek, Regan Pence, Kristina Engler

Staff Present: Gail Parris, Administrative Programs Officer (APO); Jean Lais, Administrative Programs Officer (APO); Josh Frerking, Public Information Officers (PIO)

PUBLIC COMMENTS/APPOINTMENTS

No members of the public were present.

Election of Officers

Action

Motion by Hauck, second by Miller to elect Seacrest as Chairperson and Hauck as Vice-Chairperson
Voting Yes: Hauck, Miller, Seacrest Voting No: None

A CONSENT AGENDA

October 18, 2022, Meeting Minutes

Motion by Miller, second by Seacrest to approve the minutes as submitted. Voting Yes: Hauck, Miller, Seacrest Voting No: None

B REPORTS

CLARB Updates

In the Know

Information about the Appointments and Leadership was provided for review, and included Allison Fleury and Adriana Hernandez Aguirre who were appointed Directors-at-Large. Advocacy Day Guideline presented information on how to build relationships with state officials and discuss issues of importance to landscape architects. An L.A.R.E. Transition Update email was sent to candidates that have passed Section 1, prior to October 2022, but not Section 4. CLARB will contact all qualifying candidates in fall 2023 to register for either the December 2023 or April 2024 administration only.

Engler entered at 9:15 a.m.

Office/Staff

APO Parris informed the members that Kick-Off for the new database is scheduled for February 15, 2023.

C OLD BUSINESS

The board discussed how the request will be made for the website update photos request, the language to be used, and who will be selected and contacted.

Action

Motion by Hauck, second by Miller to nominate Engler to review and approve final images for the website. Voting Yes: Hauck, Miller, Engler, Seacrest Voting No: None

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The board also reviewed the Online Portal Prototype of one of the forms to be digitized. The board expressed interest in continuing with the project provided that the application forms are completed by June 2023, and the renewal form by September 2023.

Action

Motion by Hauck, second by Engler to request a scope of work for development of the forms with the associated cost and timeline form implementation. Voting Yes: Miller, Hauck, Engler, Seacrest
Voting No: None

Action

Motion by Engler, second by Miller to create a sub-committee for review and approval of the scope of work for the online forms. Voting Yes: Hauck, Miller, Engler, Seacrest Voting No: None

Action

Motion by Hauck, second by Engler to authorize the chairperson to execute the contract up to \$10,000, if warranted. Voting Yes: Miller, Engler, Hauck, Seacrest Voting No: None

D NEW BUSINESS

Copies of the following were provided for review.

LB16 – Revision to the Occupational Board Reform Act to allow for licensure of individuals who are licensed or certified in another jurisdiction if they meet certain requirements regardless of whether they meet Nebraska’s requirements or not. Professions regulated by the Board of Engineers and Architects would be exempt from the requirement.

HR7939 – License Portability for Military and Spouses: H.R. 7939 was signed into law by President Biden on January 5, 2023. The bill requires licensing jurisdictions to issue/recognize a license from another jurisdiction of like practice of military personnel or their spouses when relocated due to military orders. The licensee must provide evidence of military orders, be in good standing in the issuing jurisdiction, submits to the authority of the licensing authority in the new jurisdiction for the purposes of standards of practice, discipline, and fulfillment of any continuing education requirements, and evidence the license has been used during the two years immediately preceding the relocation.

LB684 - Outside Entity to Review Services Provided by State Agencies: Requires the Department of Administrative Services to contract with an outside entity to conduct a review of all services provided by state agencies over a two-year period and provide recommendations to the legislature.

E COMPLIANCE – None

F APPLICATIONS

APPLICATIONS

Licensure by Comity

Approved: Ray Holliday, TX; Jeffrey McKelvey, CO; Matthew Small, CO; Jeff Varley, WA

Action

Motion by Engler, second by Miller to approve the applications as presented.

Voting Yes: Miller, Hauck, Engler, Seacrest Voting No: None

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Initial Licensure

Approved: Jameson Dennell, NE

Action

Motion by Hauck, second by Miller to approve the initial application as presented.

Voting Yes: Engler, Miller, Hauck, Seacrest: Voting No: None

PIO Frerking exited the meeting at 10:00 a.m. APO Lais entered the meeting at 10:05 a.m.

G FINANCIAL MATTERS

Financial Reports

APO Lais reported that with just over 50% of the fiscal year elapsed as of December 31, 2022, about 38 % of the allotted appropriations had been used. Just over 88% of the projected revenue has been received. The Cash Fund was at \$90,551 which is approximately \$48,000 higher than the same time last year, owing to the transition to biennial renewals.

Action

Motion by Engler, second by Hauck to approve the Financial Reports as submitted.

Voting Yes: Miller, Hauck, Engler, Seacrest Voting No: None

Other Financial Matters

A copy of the Department of Administrative Services (DAS) Accounting Memorandum of Understanding that requires agencies to have an internal control plan over financial reporting was presented from review.

Action

Motion by Engler, second by Hauck to accept the Memorandum of Understanding.

Voting Yes: Hauck, Miller, Engler, Seacrest Voting No: None

2023-25 Biennium Budget Bill and Governor's Recommendation

The board received the requested amount and will submit a letter of acceptance for the appropriation set out in LB814 for FY 2023 -24 and FY 2024-25 to the Appropriations Committee.

Action

Motion by Engler, second by Hauck to accept the governor's recommendation. Voting Yes: Hauck, Miller, Engler, Seacrest Voting No: None

APO Lais exited the meeting at 10:37 a.m.

H GENERAL INFORMATION

A schedule of upcoming meetings and events was provided for review. The next meeting is scheduled for April 25, 2023, beginning at 9:00 a.m.

A roster of the Board members and Swerczek reappointment were provided.

Professional Landscape Architects licensed to practice as of 12/31/22: 151

The website dashboard reports showed the following number of total visits:

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October: 506

November: 394

December: 567

A copy of the approved Board policies as of January 27, 2021, and a copy of the Travel/Reimbursement policy as of January 26, 2021, were provided.

Adjournment: Chairperson Seacrest adjourned the meeting at 10:52 a.m.


Board Member

4.25.23
Date